



# Rockport Millbrook Meadow Committee

Town Hall, Rockport, MA 01966

*Charmaine Blanchard  
Kimberly Jones  
Shannon Mason, Vice Chair  
John Sparks*

*Samuel W. Coulbourn, Chair  
Marcia Lombardo, Treasurer  
Barbara Sparks  
Frederick H. Tarr III*

## Minutes of Meeting, Wednesday, November 13, 2013, 7:00 p.m., Trustees' Room, Rockport Public Library

**7:10 p.m.** Chairman Sam Coulbourn called the meeting to order. Members present: **Shannon Mason, Marcia Lombardo, Barbara and John Sparks, Charmaine Blanchard and Coulbourn. Kimberly Jones and Ted Tarr** were absent.

### 1. Update Millbrook Meadow Restoration.

**Status of Contract for Restoration.** John Sparks reported that at the Board of Selectmen's meeting November 12<sup>th</sup> the Board approved the contract with Milone & MacBroom to perform Phases I and II of the restoration. He expects that the contract will be actually signed very soon.

One item in discussion at the Selectmen's meeting is what to do if the soil testing should turn up some very harmful pollution. John said that was a good reason to have a seasoned, very experienced contractor handling this. All agreed that there was no option but to be very transparent about such finding.

John reported that he had sent out his Progress Report #2, in draft form, for interested Rockport officials and members of the Friends of the Meadow and Pond, and for posting on the Town website.

**Current Maintenance and status of list given to DPW.** Charmaine reported that there has been no change to the list—nothing has improved.

**Eagle Scout Project.** John reported that Sayles Kasten had been introduced to the reality of obtaining permits from town organizations. He hopes to appear before the Conservation Commission on December 4<sup>th</sup>. The Conservation Commission seems to consider that a considerable portion of his proposed path is over wetlands, which would necessitate special procedures.

**Future Playground Considerations.** Shannon had distributed several booklets depicting a wide variety of playground equipment at the October meeting. She said it looked as if a very interesting and educational feature in any such playground would be a "connection with water", perhaps adjacent to the Frog Pond.

Charmaine cautioned members to make sure we remember Lura Phillips' aim to keep the Meadow natural and pristine, and avoid any "improvements" which might prove difficult and costly to maintain.

## **2. Plans for Fundraising, publicity, community support:**

**Essex County Community Foundation (ECCF):** Shannon and Charmaine reported on their progress in a possible connection with ECCF. They are preparing the application, and to date it looks like a very worthwhile connection. Barbara reported her conversations with Susan Gray and Betsy Giannoccaro; both were very positive about ECCF. Susan is a member of the board of ECCF.

Shannon said that she has asked Susan if she would consider helping get this organization started, and she has agreed.

Sam asked if members were ready to approve MMC's moving forward with ECCF. Shannon moved that we do so, Charmaine seconded. All voted to approve.

Next, Charmaine suggested that we should agree upon a name for MMC's fund-raising entity. Members discussed several possibilities, but settled on one. Barbara moved that the Committee approve "Millbrook Meadow and Mill Pond Conservancy". Charmaine seconded. All voted to approve.

Barbara suggested that it would be useful and correct to discuss this with the Town Administrator, and ensure that there were no legal or administrative barriers to creating this organization. Sam said that he would send Linda Sanders a memo indicating our intention, together with a copy of these minutes.

Shannon suggested that the fund-raising subcommittee meet before the next MMC meeting (Dec. 11<sup>th</sup>). A date of December 5<sup>th</sup> was proposed, at either 6:30 or 7 p.m. In informal discussion members agreed that the following MMC members will serve on the fund-raising subcommittee: Charmaine, Shannon, Marcia and Sam. Shannon will contact Susan and Betsy to see if they can participate in this meeting. Barbara advised that, since four members would be meeting, the meeting should be posted. Shannon will arrange to post the meeting, preferably at the Library.

**Harvest Festival.** Shannon reported that the Harvest Festival was very successful. We sold shirts, cards, even some apples, and obtained new "Friends". Sam commended Shannon on her excellent preparations and members added their admiration of the attractiveness of the booth. Marcia noted that "it is all in the presentation."

**Nasturtium Seeds.** Barbara reported that she and John have cleared off the garden for the winter, and harvested over 1000 nasturtium seeds. She will dry them, and the Committee can prepare an attractive packaging and sell seed packets at the Motif No. 1 Day event in May 2014. Members discussed pricing of packets. Marcia suggested a "Nasty Subcommittee" to prepare for the event. She offered a suggested price of \$3 a packet, or two for \$5.

## **3. Meadow Event Schedule:**

**Saturday, May 2014: Motif No. 1 Day**

**Fund-Raising Subcommittee meeting: Tentatively set for Dec. 5<sup>th</sup>.**

## **4. Committee Business:**

**Approve Minutes of September 18<sup>th</sup> and October 16<sup>th</sup>.** Members unanimously approved both sets of minutes.

**5. New Business.** Shannon asked about possibly painting out the graffiti on the tree near the playground. Sam suggested that we discuss that with the contractor, as their arborist may have some ideas.

**6. Set Next Meeting: Wednesday, December 11<sup>th</sup> at Trustees' Room, Rockport Public Library.**

**7. Adjourn (informally). 9:00 p.m.**

**Approved:**

**Samuel W. Coulbourn**

**Copy to: Town Administrator  
Director of Public Works  
Eric Hutchins**